

**BOARD OF NURSING
MEETING MINUTES
AUGUST 9, 2018**

PRESENT: Jennifer Eklof, Peter Kallio, Sheryl Krause, Lillian Nolan, Luann Skarlupka, Elizabeth Smith-Houskamp, Cheryl Streeter (*arrived at 9:06 a.m.*), and Pamela White

EXCUSED: Paul Abegglen

STAFF: Brittany Lewin, Division Administrator; Sharon Henes, Administrative Rules Coordinator; Kimberly Wood, Program Assistant Supervisor-Adv.; and other DSPS Staff

CALL TO ORDER

Sheryl Krause, Chair, called the meeting to order at 9:04 a.m. A quorum of 7 (seven) members was confirmed.

ADOPTION OF THE AGENDA

MOTION: Peter Kallio moved, seconded by Pamela White, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF JULY 10, 2018 - TELECONFERENCE

MOTION: Jennifer Eklof moved, seconded by Peter Kallio, to approve the minutes of July 10, 2018 as published. Motion carried unanimously.

ADMINISTRATIVE MATTERS

Department Updates

MOTION: Sheryl Krause moved, seconded by Luann Skarlupka, to thank Dan Williams for his service to the Board of Nursing. Motion carried unanimously.

EDUCATION AND EXAMINATION MATTERS

NCLEX Item Review

MOTION: Luann Skarlupka moved, seconded by Peter Kallio, to designate Jennifer Eklof and Pamela White to attend the NCLEX Item Review, October 22 – November 9, 2018 in Eau Claire, WI and to authorize travel. Motion carried unanimously.

**SPEAKING ENGAGEMENT(S), TRAVEL, OR PUBLIC RELATION REQUEST(S) –
DISCUSSION AND CONSIDERATION**

NCSBN Scientific Symposium in Chicago, IL on October 24, 2018

MOTION: Peter Kallio moved, seconded by Lillian Nolan, to designate Beth Smith-Houskamp and Sheryl Krause to attend the NCSBN Scientific Symposium on October 24, 2018 in Chicago, IL and to authorize travel. Motion carried unanimously.

CLOSED SESSION

MOTION: Lillian Nolan moved, seconded by Peter Kallio, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85 (1)(b), Stats.); to consider closing disciplinary investigation with administrative warning (ss.19.85(1)(b), Stats. and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and, to confer with legal counsel (s.19.85(1)(g), Stats.). Sheryl Krause, Chair, read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Jennifer Eklof-yes; Peter Kallio-yes; Sheryl Krause-yes; Lillian Nolan-yes; Luann Skarlupka-yes; Elizabeth Smith-Houskamp-yes; Cheryl Streeter-yes; Pamela White-yes. Motion carried unanimously.

The Board convened into Closed Session at 9:44 a.m.

RECONVENE TO OPEN SESSION

MOTION: Peter Kallio moved, seconded by Jennifer Eklof, to reconvene into Open Session. Motion carried unanimously.

The Board reconvened into Open Session at 1:47 p.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

MOTION: Cheryl Streeter moved, seconded by Luann Skarlupka, to affirm all motions made and votes taken in closed session. Motion carried unanimously.

(Be advised that any recusals or abstentions reflected in the closed session motions stand for the purposes of the affirmation vote.)

CREDENTIALING MATTERS

Conviction Reviews

APPEARANCE: Bryan Morel – R.N. Applicant

MOTION: Peter Kallio moved, seconded by Cheryl Streeter, to approve the Registered Nurse application of Bryan Morel, subject to acceptance of a Limited License for a period of at least one year, and to authorize the Credentialing Liaison and Board Counsel to offer a Limited License to Bryan Morel. Motion carried unanimously.

Nicholas Derkowski – L.P.N. Applicant

MOTION: Peter Kallio moved, seconded by Cheryl Streeter, to deny the Licensed Practical Nurse application of Nicholas Derkowski, subject to acceptance of a Limited License for a period of at least two years, and to authorize the Credentialing Liaison and Board Counsel to offer a Limited License to Nicholas Derkowski. If the Limited License is not accepted by the applicant, then a denial will be issued. Motion carried unanimously.

Application Reviews

Jean Shanahan – R.N. Renewal Applicant

MOTION: Luann Skarlupka moved, seconded by Jennifer Eklof, to deny the Registered Nurse Renewal application of Jean Shanahan, subject to acceptance of a Limited License for a period of at least two years with a requirement for completion of an AODA assessment, and to authorize the Credentialing Liaison and Board Counsel to offer a Limited License to Jean Shanahan. If the Limited License is not accepted by the applicant, then a denial will be issued. Motion carried unanimously.

Melora Ziolk – L.P.N. Applicant

MOTION: Beth Smith-Houskamp moved, seconded by Cheryl Streeter, to request Melora Ziolk, Licensed Practical Nurse applicant, to submit a fitness to practice evaluation performed by a Credentialing Liaison pre-approved, licensed and Board-Certified Neuropsychologist or Neuropsychiatrist. Motion carried unanimously.

DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC) MATTERS

Attorney Elizabeth Bronson

Stipulations and Final Decisions and Orders

17 NUR 308 – Ann K. Borges, R.N.

MOTION: Beth Smith-Houskamp moved, seconded by Pamela White, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Ann K. Borges, R.N., DLSC Case Number 17 NUR 308. Motion carried unanimously.

Attorney Joost Kap

Stipulations and Final Decisions and Orders

15 NUR 597 – James B. Moore, R.N.

MOTION: Beth Smith-Houskamp moved, seconded by Pamela White, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against James B. Moore, R.N., DLSC Case Number 15 NUR 597. Motion carried unanimously.

Attorney Gretchen Mrozinski

Stipulations and Final Decisions and Orders

17 NUR 292 – Yvonne K. Lutzke, L.P.N.

MOTION: Beth Smith-Houskamp moved, seconded by Pamela White, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Yvonne K. Lutzke, L.P.N., DLSC Case Number 17 NUR 292. Motion carried unanimously.

Attorney Alicia Nall

Administrative Warnings

17 NUR 101 – T.L.M.

MOTION: Luann Skarlupka moved, seconded by Jennifer Eklof, to issue an Administrative Warning in the matter of 17 NUR 101 (T.L.M.). Motion carried unanimously.

Stipulations and Final Decisions and Orders

16 NUR 728 – Terra L. Kane, R.N.

MOTION: Beth Smith-Houskamp moved, seconded by Pamela White, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Terra L. Kane, R.N., DLSC Case Number 16 NUR 728. Motion carried unanimously.

17 NUR 037 – Adam C. Chapman, R.N.

MOTION: Cheryl Streeter moved, seconded by Pamela White, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Adam C. Chapman, R.N., DLSC Case Number 17 NUR 037. Motion carried.

(Sheryl Krause recused herself and left the room for deliberation and voting in the matter concerning Adam C. Chapman, R.N., DLSC Case Number 17 NUR 037. Peter Kallio chaired the meeting for deliberation and voting in this matter.)

17 NUR 165 – Rescha L. Bloedow, R.N., A.P.N.P.

MOTION: Beth Smith-Houskamp moved, seconded by Pamela White, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Rescha L. Bloedow, R.N., A.P.N.P., DLSC Case Number 17 NUR 165. Motion carried unanimously.

Monitoring

Department Monitor Jesse Benisch

Kathy Berry, R.N. – Requesting Full Licensure

MOTION: Cheryl Streeter moved, seconded by Lillian Nolan, to grant the request of Kathy Berry, R.N., for full licensure. Motion carried unanimously.

San-Hua Robinson, R.N. – Requesting a Reduction in Screens, Reduction in AODA Sessions, and Reduction in AA/NA Meetings

MOTION: Luann Skarlupka moved, seconded by Peter Kallio, to grant the request of San-Hua Robinson, R.N., for a reduction in screens to 36 per year and to deny the requests for reduction in AODA sessions, and reduction in AA/NA meetings. **Reason for Denial:** Respondent needs to practice nursing under the conditions of the modified Board Order before the Board will consider amending other requirements. Requests for reduction of AODA sessions and AA/NA sessions are per the recommendation of treater. Motion carried unanimously.

Laura Weber, R.N. – Requesting Full Licensure

MOTION: Luann Skarlupka moved, seconded by Peter Kallio, to deny the request of Laura Weber, R.N., for full licensure. **Reason for Denial:** Failure to demonstrate continuous and successful compliance (i.e. missed call-ins, missed tests, and late tests). Respondent needs to fully comply with the complete terms and conditions of the modified Board Order (6/13/2018). Motion carried unanimously.

Jennifer Willems, R.N.- Requesting Minnesota HPSP Take Over Primary Monitoring Duties

MOTION: Lillian Nolan moved, seconded by Cheryl Streeter, to grant the request of Jennifer Willems, R.N., for Minnesota HPSP take over primary monitoring duties. Motion carried unanimously.

Department Monitor Erin Graf

Patricia Bolan, R.N. – Requesting a Reduction in Screens, Termination of AA/NA Logs and Termination of Direct Supervision

MOTION: Peter Kallio moved, seconded by Pamela White, to grant the request of Patricia Bolan, R.N., for a reduction in screens to 36 per year and to deny the request for termination of AA/NA logs and termination of direct supervision. **Reason for Denial:** Insufficient time under the Board Order (5/11/2017) to demonstrate adequate compliance. Motion carried unanimously.

Deborah Grossbier, L.P.N. – Requesting Full Licensure

MOTION: Pamela White moved, seconded by Lillian Nolan, to grant the request of Deborah Grossbier, L.P.N., for full licensure. Motion carried unanimously.

Ross Huber, R.N. – Requesting a Reduction in Screens, Reduction in AODA Therapy Sessions and Termination of C.23 and C.26

MOTION: Peter Kallio moved, seconded by Lillian Nolan, to grant the request of Ross Huber, R.N., for a reduction in screens to 14 per year plus one annual hair test, for reduction in AODA therapy sessions per treater, and to deny the requests for termination of C.23 and C.26. **Reason for Denial:** Insufficient time under the modified Board Order (7/20/2017) to demonstrate adequate compliance. Motion carried unanimously.

Kristine Kennedy, R.N. – Requesting Full Licensure

MOTION: Lillian Nolan moved, seconded by Beth Smith-Houskamp, to grant the request of Kristine Kennedy, R.N., for full licensure. Motion carried unanimously.

Brian Reynolds, R.N. – Requesting Full Licensure

MOTION: Peter Kallio moved, seconded by Luann Skarlupka, to grant the request of Brian Reynolds, R.N., for full licensure. Motion carried unanimously.

Department Monitor Zoua Cha

Kelly Edlebeck, R.N. – Requesting a Reduction in Screens, Reduction in AA/NA Meetings and Termination of Direct Supervision When Working in a Facility Without Controlled Substances

MOTION: Peter Kallio moved, seconded by Lillian Nolan, to grant the request of Kelly Edlebeck, R.N., for a reduction in screens to 14 per year plus one annual hair, reduction in AA/NA meetings to one per week, and termination of direct supervision when working in a facility without controlled substances. Motion carried unanimously.

Matthew Staudinger, R.N. – Requesting a Reduction Screens, Termination of AA/NA Verification Log, Ability to Work in Home Health, Pool-Nursing and Agency Settings, and a Reduction in Treatment Sessions

MOTION: Cheryl Streeter moved, seconded by Peter Kallio, to grant the request of Matthew Staudinger, R.N., for a reduction in treatment sessions to two per year per treater recommendation, to deny the requests for a reduction of screens to 18 per year, for termination of AA/NA verification log, and the ability to work in home health, pool-nursing and agency settings. Additionally, the Board grants a reduction of screens to 36 per year. **Reason for Denial:** Insufficient time under the Board Order (1/5/2016) to demonstrate adequate compliance. Motion carried unanimously.

Jennifer Taylor, R.N. – Requesting a Reduction in Screens and Elimination of Practice Requirements in C.20 and C.22

MOTION: Peter Kallio moved, seconded by Cheryl Streeter, to grant the request of Jennifer Taylor, R.N., for a reduction in screens to 36 per year and to deny the requests for elimination of practice requirements in C.20 and C.22. **Reason for Denial:** Insufficient time under the Board Order (3/9/2017) to demonstrate adequate compliance. Motion carried unanimously.

Case Closures

MOTION: Peter Kallio moved, seconded by Luann Skarlupka, to close the DLSC Cases for the reasons outlined below:

1. 16 NUR 734 – H.T. – Prosecutorial Discretion (P5-Flag)
2. 17 NUR 073 – C.Z. – Prosecutorial Discretion (P5-Flag)
3. 17 NUR 171 – B.T. – Insufficient Evidence
4. 17 NUR 429 – S.V. – Prosecutorial Discretion (P5-Flag)
5. 17 NUR 450 – C.B. – Prosecutorial Discretion (P7)
6. 17 NUR 474 – T.B. – Prosecutorial Discretion (P7)
7. 17 NUR 663 – C.C. – Insufficient Evidence
8. 17 NUR 667 – S.W. – Insufficient Evidence
9. 17 NUR 756 – A.G. – Prosecutorial Discretion (P7)
10. 17 NUR 796 – S.R. – Prosecutorial Discretion (P7)
11. 17 NUR 793 – S.B. – Prosecutorial Discretion (P2)
12. 18 NUR 068 – T.F. – Insufficient Evidence

Motion carried unanimously.

DELIBERATION ON ORDER FIXING COSTS

James R. Campbell, R.N., Respondent – DHA Case Number SPS-17-0030/DLSC Case Number 16 NUR 363

MOTION: Luann Skarlupka moved, seconded by Jennifer Eklof, to adopt the Order Fixing Costs in the matter of disciplinary proceedings against James R. Campbell, R.N., Respondent – DHA Case Number SPS-17-0030/DLSC Case Number 16 NUR 363. Motion carried unanimously.

Timothy M. Dubois, R.N., Respondent – DHA Case Number SPS-17-0031/DLSC Case Number 16 NUR 633 and 17 NUR 435

MOTION: Cheryl Streeter moved, seconded by Luann Skarlupka, to adopt the Order Fixing Costs in the matter of disciplinary proceedings Timothy M. Dubois, R.N., Respondent – DHA Case Number SPS-17-0031/DLSC Case Number 16 NUR 633 and 17 NUR 435. Motion carried unanimously.

DELIBERATION ON PROPOSED FINAL DECISIONS AND ORDERS

Katelyn S. Kratochwill, L.P.N., Respondent – DHA Case Number SPS-18-0019/DLSC Case Number 16 NUR 488

MOTION: Luann Skarlupka moved, seconded by Jennifer Eklof, to adopt the Findings of Fact, Conclusions of Law, and Proposed Decision and Order in the matter of disciplinary proceedings against Katelyn S. Kratochwill, L.P.N., Respondent – DHA Case Number SPS-18-0019/DLSC Case Number 16 NUR 488. Motion carried.

(Cheryl Streeter recused herself and left the room for deliberation and voting in the matter concerning Katelyn S. Kratochwill, L.P.N., Respondent – DHA Case Number SPS-18-0019/DLSC Case Number 16 NUR 488.)

ADJOURNMENT

MOTION: Jennifer Eklof moved, seconded by Luann Skarlupka, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 2:07 p.m.